

MONDAY, AUGUST 25, 2025

The regular monthly meeting of the Council of the City of Lebanon, Pa., was held in Dixon Council Chamber of City Hall, Lebanon, Pa., this evening, Chairperson Martin presiding.

The meeting was called to order at 6:30 p.m.

Present--Mrs. Haitos, Mr. Maguire, Mr. Morales, Mr. Potash, and Mr. Martin, Chairperson. Absent—none.

Also present were Mayor Sherry L. Capello; City Solicitor Anthony Francos; Director of Administration-Assistant to the Mayor Melissa Quinones; Fire Chief A.J. Sweitzer; Lt. Keith Uhrich; Director of Public Works Chad Yeagley; 15 persons in the audience; and 2 members of the news media.

The minutes of the July 28, 2025, City Council meeting were presented by the City Clerk. There being no corrections, deletions or additions, the minutes were approved as presented.

Chairperson Martin announced that Council received budget reports for the period January 1 through July 31, 2025. Mayor Capello reported that 58 percent of the fiscal year is completed; revenues are at 70 percent; and expenditures are about 49 percent. She reported that overall, we are performing better than budget in both categories.

Mr. Maguire introduced Resolution No. 28, as follows:

A RESOLUTION AUTHORIZING THE PROPER OFFICIALS OF THE CITY OF LEBANON TO FILE A GRANT APPLICATION UNDER THE PENNSYLVANIA MUNICIPAL ASSISTANCE PROGRAM FOR THE PREPARATION OF A COMPREHENSIVE PLAN FOR THE CITY OF LEBANON.

WHEREAS, the City of Lebanon will be undertaking a project to prepare a Comprehensive Plan for the City of Lebanon; and

WHEREAS, the Pennsylvania Department of Community and Economic Development makes available grants-in-aid to such projects through the Municipal Assistance Program.

NOW, THEREFORE, Be It Resolved by the Council of the City of Lebanon, Pennsylvania, and it is hereby resolved by the authority of the same, that:

SECTION 1. The proper officials of the City of Lebanon are hereby authorized to submit a grant application in the amount of Thirty-Nine Thousand Five Hundred Dollars (\$39,500.00) to the Municipal Assistance Program for the preparation of a Comprehensive Plan for the City of Lebanon.

SECTION 2. The Council of the City of Lebanon hereby commits municipal resources in the amount of Thirty-Nine Thousand Five Hundred Dollars (\$39,500.00) as match for said project.

SECTION 3. The Mayor and City Clerk are hereby designated as the official(s) to execute all documents and agreements between the City of Lebanon and the Pennsylvania Department of Community and Economic Development to facilitate and assist in obtaining the requested grant.

Mayor Capello reported that the Comprehensive Plan is a long-range planning document that guides decisions about land use, infrastructure, housing, transportation, recreation and economic development. It serves as a foundation for zoning ordinances, capital improvement planning, and coordination with regional and county planning efforts. The last Comprehensive Plan was completed in 2004 and needs to be reviewed to determine if it is still reflective of the City of Lebanon's current needs, priorities and growth patterns. She added that the Comprehensive Plan is a critical tool to help the city make informed decisions to secure future grant funding, support private investment, and improve coordination with adjacent municipalities. Lebanon County is currently updating its comprehensive plan and the City of Lebanon's plan will follow. The City is applying for a Municipal Assistance Program grant through the Pennsylvania Department of Community and Economic Development to assist with the cost of preparing the updated plan. It is estimated that the cost for the preparation of an updated plan will be \$79,000; the grant application is for \$39,500; and the city's share would be \$39,500. Funding for the city's share of the project will be included in the 2026 budget.

Resolution No. 28 was passed finally on motion of Mr. Morales, seconded by Mr. Maguire. Yeas—Mrs. Haitos, Mr. Maguire, Mr. Morales, Mr. Potash, and Mr. Martin, Chairperson—5; nays—none.

Mr. Potash introduced Resolution No. 29, as follows:

A RESOLUTION AUTHORIZING THE PROPER OFFICIALS OF THE CITY OF LEBANON TO FILE AN APPLICATION WITH THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT FOR A MAIN STREET MATTERS PROGRAM GRANT FOR FAÇADE IMPROVEMENTS IN THE CENTRAL BUSINESS DISTRICT.

WHEREAS, the City of Lebanon ("Applicant") desires to undertake the following project: Façade Improvements in Central Business District; and

WHEREAS, the applicant desires to receive from the Pennsylvania Department of Community and Economic Development a grant in the amount of One Hundred Thousand Dollars (\$100,000.00) for the purpose of carrying out this project.

NOW, THEREFORE, Be It Resolved by the Council of the City of Lebanon, Pennsylvania, and it is hereby resolved by the authority of the same, that:

SECTION 1. The proper officials of the City of Lebanon are hereby authorized to submit an application to the Pennsylvania Department of Community and Economic Development for a Main Street Matters Program grant for façade improvements in the Central Business District.

SECTION 2. The Mayor and City Clerk are hereby designated as the official(s) to execute all documents and agreements between the City of Lebanon and the Pennsylvania Department of Community and Economic Development to facilitate and assist in obtaining the requested grant.

Mayor Capello reported that the City of Lebanon prepared an application for \$100,000 in funding to be used for a Façade Improvement Program targeting the Central Business District. This program is designed to support property owners in making permanent street visible exterior improvements to commercial and mixed-use properties. It builds upon the recent public investments, streetscape improvements, pedestrian enhancements, and infrastructure improvements in the downtown. Eligible applicants include commercial and mixed-use property owners, business owners, or tenants with the property owner's permission, and the property must be located in the Central Business District. The program will offer 50/50 grant with maximum grant of \$10,000. Applicants are responsible for funding at least 50 percent of the total cost of the project. Only permanent exterior improvements that are visible from the public right of way are eligible. All projects will be reviewed by the Design Review Board in accordance with established design standards. To date, five property owners have expressed interest in the program. Persons interested in participating in the program may submit a letter of interest to Janelle Groh no later than this Thursday, August 28. The submission of a letter of interest does not obligate participation in the program.

Resolution No. 29 was passed finally on motion of Mr. Potash, seconded by Mrs. Haitos. Yeas—Mrs. Haitos, Mr. Maguire, Mr. Morales, Mr. Potash, and Mr. Martin, Chairperson—5; nays—none.

Mrs. Mary Kay Coyle, 304 South Fourth Street, Lebanon, addressed Council regarding the parking situation in the 300 block of South Fourth Street. Mrs. Coyle requested that Council enact a parking permit program for the residents of this block. She stated that two-thirds of the homeowners in this block have no off-street parking available. She explained that the Good Samaritan Hospital created parking lots and encouraged employees to use the lots; however, the streets surrounding the hospital are crammed from morning to night. Mrs. Coyle distributed maps of the various parking lots showing the number of available spaces for employees. She told Council that a permit parking program for residents would not deprive employees of ample parking in nearby parking lots.

Chairperson Martin thanked Mrs. Coyle for her thorough presentation for Council's consideration.

In response to a question from Councilmember Morales, Mrs. Coyle confirmed that there are six homes on the east side of the 300 block of South Fourth Street and there is a church with a parking lot on the west side of the street.

Councilmember Haitos asked if similar streets are affected the same way to which Mrs. Coyle replied that they are not because Fourth Street is a two-way street with parking on both sides.

Mayor Capello reported that she has been discussing this issue with hospital representatives for several years. She stated that while the hospital staff has been responsive, enforcement is only effective if it is constant and realistically it cannot be monitored. They acknowledge that there is an issue, they support enforcement efforts, and they expanded the number of rental spaces to 42 spaces from the church; however, the employees continue to use the parking spaces on the street. In the past, the hospital offered a shuttle service, but it only needed to service the parking lot at the church, so the shuttle was eliminated. Mayor Capello reported that recently, for safety reasons, the number of entrances to the hospital has been reduced from 11 to 3, so that may impact parking habits. She added that the Lebanon Police Department has issued 52 tickets for parking violations in the past three months.

Mayor Capello reported that a parking study is required before implementing permit parking. Additionally, the City needs to evaluate the impact of permit parking on the surrounding neighborhoods. She acknowledged that permit parking was implemented for HACC; however, those spaces were not being utilized so it did not impact others. This situation is more complex.

Mayor Capello further reported that in the meantime, hospital security will issue warnings to employees parking illegally (i.e., parking too close to a stop sign) and will contact the Lebanon Police Department to report violations. If an officer is available, parking tickets will be issued to violators.

Mayor Capello stated that today she became aware that employees parking on the street is also impacting residents on Second Street. She reiterated that the impact on the entire area needs to be evaluated and the logistics of multiple vehicles per household, visitor parking and other factors considered before implementing permit parking.

Mrs. Coyle stated that 25 years ago parking meters were removed by a former Mayor to give the neighborhood a “residential feel” and that resulted in the streets becoming “employee parking”.

Laurie Funk, 609 Chestnut Street, Lebanon, representing the Lebanon County Coalition to End Homelessness, reported that recently a Point in Time (PIT) count was conducted. The results were 14 unsheltered folks and 71 folks in shelters. She reported that the Coalition is doing a lot of work to provide services to folks. Last year, many kids were identified with housing insecurity in school districts throughout Lebanon County.

Councilmember Morales congratulated Laurie on her recent appointment by Governor Shapiro to the Advisory Commission for Women.

JOURNAL OF COUNCIL – August 25, 2025

Mayor Capello announced that July 4, 2026, marks the 250th Anniversary of our country. The Lebanon County PA250 Committee will be hosting a one-day celebration at the Lebanon Expo on July 4, 2026, which will include bands, historical displays, food trucks, and fireworks. For one year only, the City's annual fireworks will be held at the Lebanon Expo before returning to Coleman Memorial Park in 2027. The fireworks show celebrating the 250th Anniversary will be bigger and brighter and we are seeking to raise an additional \$10,000. Mayor Capello further reported that the Committee is working to provide transportation from the city to the Expo Center. The Committee needs volunteers to serve on the Committee to help plan activities at the Lebanon Expo. She confirmed that there are no plans for a parade.

Mayor Capello reminded the community that it's the time of year when we begin to see an increase in cases of West Nile Virus. She encouraged folks to wear insect repellent when outdoors at dusk or later; wear protective clothing; and remove standing water.

The meeting was adjourned at 7:09 p.m.

CHERYL J. GIBSON, Clerk